

May 13, 2014



Tullahoma Municipal Airport Authority

807 William Northern Boulevard

P.O. Box 1581

Tullahoma, TN 37388

**Meeting Attendance
May 13, 2014**

Members Present

<input checked="" type="checkbox"/>	Sharon Tinkler, Chairperson
<input type="checkbox"/>	John Miller
<input checked="" type="checkbox"/>	Dennis Hyde
<input checked="" type="checkbox"/>	Jim Apple
<input type="checkbox"/>	Karla Smith
<input checked="" type="checkbox"/>	Sam Crimm
<input type="checkbox"/>	Steve Worsham

Other Persons Present

<input checked="" type="checkbox"/>	Jon Glass, Airport Manager
<input checked="" type="checkbox"/>	Alderson Sandy Lindeman
<input checked="" type="checkbox"/>	Wayne Thomas, Tullahoma News

Regular Meeting Minutes

Visitors: No visitors.

Note: Where motions are noted as being approved, they were unanimously approved by all Board members present unless otherwise noted.

- 1. Meeting called to order at 5:00 pm.**
- 2. Minutes for the April 8, 2014 meeting were approved** as written.
- 3. Public comments** – No comments.
- 4. Treasurer's report** – Karla Smith was not present for the meeting. Board members reviewed the financial statements.
- 5. Jon Glass presented the Airport Manager report:**

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CURRENT PROJECTS

Terminal Building – The irrigation system has been turned back on.

Parish/City/ Agreement – The \$306,451.75 95/5 funded 9/27 rehabilitation project request has been submitted to the Aeronautics Division and was not approved. The first phase of the multi phase rehabilitation project request at \$100,000 with 95/5 funding has been submitted to the Aeronautics Division and was not approved. A one phase \$98,000 project request for drainage repairs was submitted to the Aeronautics Division on 1/31/14. This project request was approved on 2/24/14. A \$150,000 request has been submitted to the City to extend the runway to 3,100 feet without TAD funding.

Tree Clearing Project – A 95/5 funded \$15,000 tree clearing project request was submitted to TAD on 4/12/13. The executed grant was received on 8/22/13. The annual inspection was received on 2/20/14. Section 1 violations include 6 to 8 foot trees on the east and west side of runway 9/27. The trees have been removed and documentation sent to TAD for the Airport non-conditional license.

July 4 Air Show/Fireworks – The event is scheduled for Friday July 4. Keith Davis will be the main aerial performer.

XP Services Ramp Expansion Project – PDC issued the Notice of Substantial Completion for the project on 11/30/12. Curl Construction used 40 of the 45 days allowed to complete the project. Payments 1 of 2 and 2 of 2 have been made to Curl Construction. Retainage of \$10,000 is being held until the project is complete. Steve Upshaw and Ron Fitzgerald completed the final inspection on 10/7/13. The CO for the hangar was obtained the first week in January 2014. The retainage payment has been made to Curl Construction. The project was completed \$28,035.94 under budget and a refund on the local share will be issued.

The signed grant from TAD has not been received yet for the ramp expansion project. We do anticipate a July bid process with construction starting in September for the following two projects.

Northern Field Aviation Maintenance Hangar Project – TAC approved the \$500,000 grant request on 5/16/13. The executed grant was received on 8/22/13. PDC will retain Richard Rinks for design work on the hangar.

A motion was made and approved to have Jeremy Bell modify the Vanderbilt LifeFlight lease or request a letter of intent for Northern Field Aviation.

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NW Ramp Expansion Project – The 95/5 funded \$441,048 ramp expansion project was approved at the February 20, 2014 TAC meeting. The \$22,052.40 local share amount was approved by the UDAG loan committee and will be on the agenda for the March 10, 2014 BOMA meeting. TN Skydiving would like to build a hangar on this ramp also in late 2014. The grant and local share have been returned to TAD for processing.

NW Area Environmental Review – St. John Engineering is working on a scaled down Environmental review of the NW area that is being funded by the City. The area being reviewed is less than 100 acres.

NW Airfield Utility Project – Water, sewer and gas line installation is complete. TUB has completed electrical work for the area. Survey work for the road layout is complete. Construction of the road is scheduled for early 2015.

The following 6 projects will be divided into 2 schedules involving concrete and electrical work to be bid out this year. Meeting minutes for the lighting portion of this project are included for Board member review. We anticipate a July bid process with construction starting in the September time frame for the following six projects.

Airfield Signage – This project request was approved at the July 18, 2013 TAC meeting. The signed grant and local share amount were returned to TDOT on 9/14/13 for processing. TAD received the local share amount but not the signed grant. It will be sent again on 1/27/14.

Runway 6/24 Approach Lighting – Environmental work for the project is completed and approved.

South Taxiway Light Repair –

NW Taxiway Concrete Repair and Lighting – Bids were opened on 9/5/13. We received one bid that exceeded the grant amount available.

Ramp Concrete Repair –

South Ramp Drainage Repair –

Cargo Aircraft – Cargo log attached.

Turf Runway Mowing – Hilltop Lawn Service presented an estimate to mow the two turf runways for \$3,900 per year. No action was taken on this item.

FUEL SALES

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Fuel sales for the month of April 2014 were 11,319.33 gallons. This is a 75.05 gallon increase in the 11,244.28 gallons sold in April of 2013. Murray King has been hired to assist us during Bonnaroo and the Beechcraft Convention. Austin Shelton submitted his two notice and will accept another job. An advertisement will run in the Tallahoma News to hire for new part time positions. All outstanding fuel invoices have been reimbursed to the City except for the AVGAS and Jet fuel still in the tank.

April 2014	AVGAS	AVGAS SS	Total
Gallons	2,420.85	1,548.58	3,969.43
Flow Fee	\$242.08	\$154.86	\$396.94
Pump Fee	\$1,210.43	\$464.57	\$1,675.00

April 2014	Jet Full Price	Jet Based Discount	Jet Transient Discount	Total
Gallons	125	5,526.9	1,698	7,349.9
Flow Fee	\$12.50	\$552.69	\$169.80	\$734.99
Truck Fee	\$12.50	\$552.69	\$169.80	\$734.99
Pump Fee	\$125.00	\$4,018.38	\$1,358.40	\$5,501.78

Total AVGAS & Jet Gallons = 11,319.33

Total Flow Fee = \$1,131.93

Total Jet Truck Fee = \$734.99

Total Pump Fee = \$7,176.78

Total Part-Time Employment Cost = \$2,334.00

Jet Truck Fee Minus Rental = +\$134.99

Pump Fee Minus Employment Cost = +\$4,842.78

FUEL PRICES

4/3/14	Tallahom a	Shelbyvill e	Wincheste r	McMinnvill e	Fayettevill e	Murfreesbor o
AVGAS SS	\$4.99		\$4.90			\$5.77
AVGAS FS	\$5.24	\$4.97	\$4.90	\$4.95	\$5.50	\$5.97
Jet	\$4.99	\$4.49	\$4.89	\$4.55	\$4.50	\$4.98

AIRPORT FUEL SALES

DATE	FUEL SOLD (gallons)
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May 13, 2014

April 2013	11,244.28
April 2012	9,014.39
April 2011	6,792.1
April 2010	11,820.7
April 2009	9,633.7
April 2008	10,331.5

April 2014 OPERATIONS

Single Engine Based	312
Multi Engine Based	48
Jet or Turboprop Based	68
Single Engine Transient	172
Multi Engine Transient	28
Jet or Turboprop Transient	56
Military	8
Total	692

MAINTENANCE/NAVAID PROBLEMS**NDB** – OTS 50% of April 2014.**VOR** – OTS in April 2014. Elger Holland has been sick and unable to make it to Airport. He should return soon.**AWOS** – No problems or outages for April 2014.**Veeder Root Fuel System** – No problems or outages for April 2014.**RUNWAY AND TAXIWAY LIGHTS** – No problems or outages for April 2014.**REILS AND PAPI** – FAA did a flight check on runway 18/36 PAPI's. The 18 PAPI's were taken out of service due to trees. A NOTAM has been filed. FAA was notified to schedule a flight check on 3/27/13. FAA was notified again on 10/30/13 to schedule a flight check.**HANGAR RENT/INSURANCE****OVERDUE RENT** –**EXPIRED INSURANCE CERTIFICATE** –**OTHER** –**AIRPORT MARKETING/PRESENTATIONS** – No presentations.**SUGGESTION BOX** – No suggestions as of 5/1/14.**6. Old Business:**

- A. Parish/City Agreement Committee Update**– Chairperson Tinkler reported that a \$150,000 request to extend the 9/27 turf runway had been submitted to the City for the 2014/2015 fiscal year.

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7. New Business:

- A. Remote Control Event (Dick Tonan)** – Dick Tonan was unable to attend the meeting and this agenda item was tabled.

8. Alderperson Lindeman reported that the Airport Authority budget presentation to the Board of Mayor and Aldermen went extremely well.

9. Meeting was adjourned at 5:23 pm.

Submitted on 5/15/2014

<Original Signed>

Jon Glass
TAA, Airport Manager

Minutes approved during the _____ meeting